



# The Commonwealth of Massachusetts

## Department of Early Education and Care

CPR and First Aid Requirements

Field Operations Policy

- ❖ **Applicable to: Funded Programs**
- ❖ **Effective date: October 1, 2019**
- ❖ **Supersedes: New Policy**

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### POLICY STATEMENT

In 2014, the Federal Child Care Development Block Grant (CCDBG) Reauthorization Act became law. This law reauthorized Federal funding of the Child Care and Development Fund (CCDF), which is used primarily to provide States, Territories, and Tribes with funding for subsidized child care for low income families. The CCDBG Reauthorization included multiple changes to various requirements regarding the provision of child care. These changes were required in order to ensure that children are receiving care in the safest and highest quality environment possible.

In order to ensure timely adoption of certain requirements, the Department of Early Education and Care (EEC) is issuing new policies to clarify and explain these changes. **This policy serves to outline the First Aid and Cardiopulmonary Resuscitation (CPR) training and certification requirements for all Funded Programs.** Through this policy, EEC identifies appropriate First Aid and CPR training and certification, the program staff to whom the requirements apply, and the renewal timeframes for maintaining compliance.

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**All funded child care programs must ensure that their staff training, practices, and policies are consistent with EEC First Aid and CPR guidelines, including:**

- **At least one staff member currently certified in first aid and age-appropriate CPR is present at all times when children are in care.**
- **CPR certification must be renewed annually.**
- **Only staff members who are currently certified in first aid and CPR may provide first aid and CPR.**
- **All First Aid and CPR training must meet EEC requirements<sup>1</sup>.**

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<sup>1</sup> Funded Programs must ensure that their staff receives First Aid and CPR training that is consistent with EEC guidelines. If a program selects a First Aid or CPR training course that does not meet EEC requirements, the program will be cited for having invalid First Aid or CPR training and program staff will be required to repeat the necessary training by attending an appropriate course.

## **CPR Training Requirements**

- CPR training must be renewed annually, regardless of the expiration date listed on the document certifying successful completion of the training.
- CPR training must be provided by an instructor who holds a current certificate as a CPR Trainer.
- Appropriate CPR training courses for staff of EEC Funded Programs must address choking and rescue breathing; must include the use of mannequins; must maintain an appropriate mannequin to student ratio; must be appropriate for the ages of the children in care; and must include a requirement for hands-on, skills-based instruction<sup>2</sup>.

## **First Aid Training Requirements**

- First Aid training must be renewed by the expiration date listed on the document certifying completion of the training or at least every three years, *whichever comes first*.
- First Aid Instructors must be currently certified as an instructor by one of the following organizations<sup>3</sup>:
  - American Heart Association;
  - American Red Cross;
  - National Safety Council;
  - Medic First Aid Pediatric CPR (inclusive);
  - American Safety and Health Institute;
  - Massachusetts Firefighting Academy;
  - Massachusetts Civil Defense Academy;
  - Emergency Medical Instructor/Coordinator Training Course of Department of Public Health; or
  - EMS Safety Services, Inc.
- Appropriate First Aid training courses for staff of EEC Funded Programs must address acute injuries and illness, emergency action principles, general injury prevention and health and safety precautions; include a standardized written test (which may be given orally when necessary); and must include a requirement for the participant to demonstrate first aid techniques<sup>4</sup>.

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<sup>2</sup> On-line CPR training may be taken as long as the participant is required, as part of the on-line training, to demonstrate and successfully complete CPR techniques to a certified instructor.

<sup>3</sup> Certification as an instructor is required regardless of previous or current medical training or credentials.

<sup>4</sup> On-line First Aid training may be taken as long as the participant is required, as part of the on-line training, to demonstrate and successfully complete first aid techniques to a certified instructor.